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RESOLUTION NO \_\_\_\_\_  
SADDLE CREEK COMMUNITY SERVICES DISTRICT

A RESOLUTION OF THE BOARD OF DIRECTORS OF  
SADDLE CREEK COMMUNITY SERVICES DISTRICT  
SPECIFYING OFFICIAL FUNCTIONS FOR WHICH REIMBURSEMENT OF COSTS OF  
ATTENDANCE BY MEMBERS OF THE BOARD OF DIRECTORS IS AUTHORIZED  
AND APPROVING A REIMBURSEMENT POLICY

RECITALS

WHEREAS, Chapter 700 of the California Government Code requires that the District specify what official functions are subject to reimbursement for attendance cost for Directors if a function does not fit into the three narrow categories identified by the State Legislature; and

WHEREAS, these public resources should only be used when there is substantial benefit to the District; and

WHEREAS, such benefits include: 1) discussing the District's concerns with staff, community members, persons engaging in business with the District, as well as county, state and federal officials; 2) participation in regional, state and national organizations whose activities affect the District; 3) attending educational seminars designed to improve official's skill and informational levels; and 4) promoting public service and morale by recognizing such service; and

WHEREAS, 1) legislative and other regional, county, state and federal District related business is frequently conducted during meals; 2) sharing a meal with regional, county, state and federal officials' is frequently the best opportunity for a more extensive, focused and uninterrupted communication about the District's policy concerns; 3) participation in Board approved meetings with staff, community members and other such District business related functions; and 4) each meal expenditure must comply with the limits and reporting requirements of local, state and federal law; and

WHEREAS, this policy provides guidance to elected officials on the use and expenditure of District resources, as well as the standards against which these expenditures will be measured, and

WHEREAS, this policy supplements the definition of actual and necessary expenses for the purpose of state laws relating to permissible uses of public resources; and

WHEREAS, this policy also supplements the definition of necessary and reasonable expenses for the purpose of state and federal income tax laws; and

WHEREAS, this policy also applies to any charges made to a District credit card, cash advances or other line of credit; and

WHEREAS, as an example, attendance at the following type of meeting or event is considered as an integral part of service as a Director representing the District's interest and hearing and learning about and sharing the far-reaching concerns of the community:

- California Special District Association (CSDA) Meetings and Seminars
- California Risk Management Association (SDRMA) Meetings and Seminars
- Calaveras County Government Meetings and Seminars
- Local Agency Formation Commission (LAFCO) Meetings and Seminars
- Meetings with Committees and Commissions Established by the Board of Directors
- Meetings with Committees established by the Board President
- Meetings with Staff to Discuss Budget, Personnel Issues, and other District Business
- Meetings with Consultants and other persons engaging in business with the District
- Meetings with community members to discuss District business
- Mandated or Board Approved Training
- Other similar events and meetings

WHEREAS, reimbursement of the costs of attendance at these events and meetings by Directors is appropriate and should be authorized;

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of Saddle Creek Community Services District that in addition to reimbursement for functions and activities specified in Chapter 700 of the 2005 California Statutes, reimbursement for costs of attendance by Directors at meetings and events of the above-enumerated and similar type is authorized and that all expense reimbursements shall be processed pursuant to and governed by the policy attached hereto as Exhibit A, Saddle Creek CSD Reimbursement Policy.

THE FOREGOING RESOLUTION was introduced at a regular meeting of the Saddle Creek Community Services District held on June 9, 2006 by Board Member \_\_\_\_\_ who moved its adoption, which was duly seconded by Board Member \_\_\_\_\_ and the Resolution was adopted by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

-SEAL-

\_\_\_\_\_  
Board President Merrill

\_\_\_\_\_  
CSD Clerk, Phyllis Richards